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19 39 -40 **File No.** 3784/36

P W. **DEPARTMENT**

B CLASS

M. **BRANCH**

Subject:— Records

Rules for inspection, search, or obtaining copies of documents from the records of the secretariat.

B [E K] 1940

B [K] 1940

File No. 3784/36 M

Sta. Sects. Slip 24-A

G R., G D., No. 2408, dated 22-6-22.]

Correspondence

DOCKET SHEET (B)

Subject :—

File No. 3784/36

P. W. DEPT.

M. BRANCH.

References :—

Date.	To whom sent.	Notes and instructions.

Accompaniments to Government Notification, Political and Reforms Department. No. 762/34-II. dated the 18th August 1937.

(a) Government Notification, Political Department, No. 6215, dated the 5th April 1929.- The following rules are published in supersession of those promulgated in Separate Department Press Note No. 252, dated the 18th May 1920:-

RULES AFFECTING ACCESS BY PRIVATE PERSONS TO THE RECORDS IN THE SECRETARIAT RECORD OFFICE, FORT, BOMBAY.

Note. These rules are applicable only to cases where documents are required for bona fide historical research. -

(1) The Record Office is open daily, excepting Sundays and holidays. The hours of admission are 11 a.m. to 5 p.m.; on Saturdays, 11 a.m. to 2 p.m.

(2) Persons wishing to examine the records should apply in writing to the Chief Secretary to Government, stating their occupation, address, and qualifications and the object with which they wish to examine the records.

(3) Government reserves to itself the right to refuse or to modify any application. Unpublished records will not be placed at the disposal of Novelists who cannot be regarded as coming within the description of serious historical students.

(4) Inspection is allowed only in the Record Office itself.

(5)Permission must be obtained to take copies and

extracts---

extracts and to make use of information gained from the records.

(6) It is a condition of the grant of permission to examine the records that any person who publishes a work based on those records shall deposit one copy of his work in the Record Office as soon as it is published. Every person is required to sign an undertaking to that effect before being admitted to examine the records.

(7) Persons not wishing or being unable themselves to examine the records should apply to the Director of Information, in charge of the Record Office, who will, if possible, arrange for the search to be undertaken at the cost of the applicant.

(8) A separate slip shall be clearly written and signed by every person for each paper or volume he required before any record can be produced. The slip is returned to him when he again hands over the record.

(9) No person may, without the Chief Secretary's permission, have more than 2 volumes of the records in his possession at one time. Documents of exceptional value and documents in a fragile condition shall only be produced subject to such conditions as the Record Keeper shall, in the particular case, think requisite for their safety and integrity.

(10) Silence as far as possible is to be maintained in the Record Office. No umbrellas, sticks or bags shall be taken into the Record Office.

No food shall be eaten in the Record Office. Pan chewing, & spitting and smoking are strictly prohibited.

(11) The Record Keeper in charge of the Record Office is empowered to exclude persons from the Record Office for-

(i) wilful breach of the foregoing rules and regulations.

(ii) persistent disregard of the Officer's authority.

(iii) damage of any sort to any records belonging to the Government of Bombay.

(iv) language, conduct, habits, dress or anything else offensive, or likely to cause offence to other occupants of the Record Office.

Provided always that the exclusion of any person shall be notified in writing to the Chief Secy. to the Government of Bombay whose order shall be final.

(12) No person may lean on any of the volumes, or put one on top of another or place upon them the paper on which he is writing.

(13) No sort of mark, pen, pencil or otherwise, may be made on any record. Tracing is not permitted.

(14) Information as to cost of copies and searches is contained in the set of rules below:-

Rules for Inspection, Search or Obtaining Copies of Documents from the Records of the Secretariat.

(Bombay Government, Revenue Department, Notification No. 2023, dated the 14th March 1889, and General Department, Notification No. 4138, dated the 9th August 1909.)

1. Every application for search, inspection and ob-

obtaining----

obtaining copies of or extracts from the Government records shall be made in writing on plain paper. The date of receipt shall be endorsed upon the application as also shall be the number and date of the order of the Secretary granting the same and the dates on which the requisition was satisfied, and the amount of the fee received shall be duly recorded. The name of the person who conducted the search shall also be recorded in full.

2. Copies shall be given in accordance with Article 24, Schedule I of Act II of 1899, and Articles 6 to 9, Schedule I of Act VII of 1870, as amended from time to time.

3. A fee of Rs. 5 for each day will be charged in every case for search and inspection when permitted by Government. In no case will less than Rs. 5 be charged for search or inspection. The search will be conducted by clerks in the Department of the Secretariat concerned.

4. Each applicant will be required to pay a deposit of Rs. 20 before search and inspection of records are allowed. (For revised para 4 pl. see page 21 post.) Vide G.N. P.&-S.D, No.6215-B, dated 16/1/1940.

5. For every copy of a document taken from the records a fee of one rupee will be charged as a comparing fee.

6. Copying fees at the rate of two annas for every 100 words or fraction of 100 words will be charged, but if the original is in a tabular form,---

form, double this rate will be charged.

7. No search, inspection or copies of documents will be given in cases where it is considered that such a course would be prejudicial to the interests of Government. In no case will copies of Government Resolutions be given.

Article 24 of Schedule I of Act II of 1899 (The Indian Stamp Act), as amended by Bombay Act II of 1927.

(See Rule 2 above.)

Description of instrument.	Proper stamp duty.
Copy or extract certified to be a true copy or extract by or by order of any public officer and not chargeable under the law for time being in force relating in court fees-	
(i) if the original was not chargeable with duty or if the duty with which it was chargeable does not exceed one rupee	One rupee.
(ii) in any other case ...	Two rupees.
Exemptions.	
(a) Copy of any paper which a public officer is expressly required by law to make or furnish for record in any public office or for any public purpose.	
(b) ----	

(b) Copy of, or extract from, any register relating to births, baptisms, namings, dedications, marriages, divorces, deaths or burials.

Extract from Schedule I of Act VII of 1870 (The Court Fees Act).

(See Rule 2 above.)

Ad valorem fees.

Number.	———	Proper fee.
6. Copy or translation of a judgment or order not being, or having the force of, a decree.	When such judgement or order is passed by any Civil Court, other than a High Court, or by the Presiding Officer or any Revenue Court or Office, or by any other Judicial or Executive Authority:—	
	(a) If the amount or value of the subject matter is fifty or less than fifty rupees.	Four annas.
	(b) If such amount or value exceeds fifty rupees.	Eight annas.
	When such judgment or order is passed by a High Court.	One rupee.
7. Copy of a decree or order having the force of a decree.	When such decree or order is made by any Civil Court other than a High Court, or by any Revenue Court:-	
	(a) If the amount of value of the subject matter of the suit wherein such decree or order is made if fifty or less than fifty rupees.	Eight annas.
	(b) If such amount or value exceeds fifty rupees.	One rupee.
	When such decree or order is made by a High Court.	Four rupees.

Number.	-----	Proper fee.
8. Copy of any document liable to stamp duty under the Indian Stamp Act,1899*,when left by any party to a suit or proceeding in place of the original withdrawn.	(a) When the stamp duty chargeable on the original does not exceed one rupee.	The amount of duty chargeable on the original.
	(b) In any other case [illegible].	One rupee.
9. Copy of any revenue or judicial proceeding or order not otherwise provided for by this Act, or copy of any account,statement, report or the like, taken out of any Civil or Criminal or Revenue Court or Office, or from the office of any Chief Officer charged with the executive administration of a Division.	For every three hundred and sixty words or fraction of three hundred and sixty words.	Eight annas.

* This article was substituted for the original Article (8) by Bombay Act III of 1926, section 3.

Extract from section 6 of Act VII of 1870.

" .....No document of any of the kinds specified as chargeable in the first or second schedule to this Act annexed shall be furnished by any public officer, unless in respect of such document there shall be paid a fee of an amount not less than that indicated by either of the said schedules as the proper fee for such document."

By order of the Governor in Council,

J.R.MARTIN,

Chief Secretary to Government.

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(b) ---

(b) RULES REGARDING THE SECRETARIAT RECORD OFFICE CIRCULATED WITH GOVERNMENT RESOLUTION, GENERAL DEPARTMENT, No. 3309, DATED THE 16th SEPTEMBER 1892.

The designation of the officer in charge of the Record Office is Record Keeper, and he is directly responsible to and under the control* of the Secretary to Government, General Department, for the time being.

2. The Record Office will be open every day, Sundays excepted, from 10 in the morning to 5 in the evening. The keys of the office when closed in the evening should be lodged with the Resident Under Secretary.

3. (1) The Department requiring its records to be lodged in the Record Office should furnish it in advance with a list in duplicate of the records to be deposited after obtaining the orders of the Assistant Secretary.

(2) The Record Keeper should check the list and, if he considers any recoreds unsuitable for deposit in the Record Office, should note his objections and return the list to the Department together with his objections thereto, within 4 days of the receipt of the list.

(3) The list with the Record Keeper's objections thereto should then be submitted by the Department to an officer not below the rank of Under Secretary who should decide whether the records

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to which the Record Keeper has objected should

or ---

* Now under the control of the Director of Information (in charge of the Record Office).

or should not be deposited in the Record Office. The orders of such officer will be final.

(4) If no objection is received from the Record Keeper within 4 days of the receipt by him of the list, the records may be sent at once to the Record Office.

(5) A receipt shall be given by the Record Keeper for all records deposited in the Record Office.

4. The same procedure should be followed on any future deposit of official papers in the Record Office.

5. The documents intended for deposit must in all practicable cases be bound up. When volumes of proceedings are sent to the Record Office by any Department of the Secretariat other than the Political Department, a full index showing the contents of such volumes should also be furnished to that office.

6. The records should be arranged departmentally, an inscription in large letters being written on the top of each Department, e.g., Accountant General's, Revenue Department's etc.

7. It will be the duty of the Record Keeper and his Assistants to see that the records of every Department are well bound and kept in a state of perfect preservation, free from insects and vermin.

8. Whenver any records are required out of the Record Office, an application should be made on a printed from specifying the particular document required. The application should be signed by the Superintendent of the Department requiring the records. An application which is not made in accordance with this rule will not be attended to.

9.

9. A book should be kept showing all records issued, and the number of the requisition on which they are issued should be kept. The dates on which the records are returned should invariably be marked in the book.

10. All records should be returned to the Record Office with a book in which particulars of them are entered and a receipt should be given in that book by the Record Keeper or the Assistant who receives the records.

11. The Record Keeper should, in the event of a record not being returned after three months, send a reminder on a printed slip to the Department which has received it.

12. No one except the officials immediately concerned with the Record Office should be allowed to visit it except upon a pass granted by the Resident Under Secretary.

13. When an examination of records deposited in the Record Office is necessary, the officer by whom the information or documents is, or are, required should depute a trust-worthy clerk to make the examination, which will be conducted under the supervision of the Record Keeper.

P.K.M.

Government Records.
Rules governing access to the mixed -in the Secretariat Record Office, Bombay, relating to Indian States and British India .

GOVERNMENT OF BOMBAY.

POLITICAL AND REFORMS DEPARTMENT.

Resolution No. 762/34-II.

Bombay Castle, 18th August 1937.

Letter to the Government of India, Foreign and Political Department, No. 762/34-A, dated the 10th March 1937:-

"With reference to the correspondence ending with my letter No. 762/34-A, dated the 27th January 1937, I am directed by the Governor in Council to forward a copy of the draft rules proposed to be framed by this Government in order to regulate the access by private persons, Government Departments and offices to the mixed records relating to Indian States and British India which cannot be split up. I am to request that you will be so good as to let me know whether the rules are adequate and whether the Government of India have any further conditions to suggest, subject to which access to the mixed records should be allowed.

"2. In Mr. Harhari Rao's letter, No. F. 130/Fed/35, dated the 1st September 1936, the Government of India had stated that access to the mixed records

which----

which cannot be split up should be given only with the previous consent of His Majesty's Representative or authorities duly authorised by him in that behalf. As it will apparently be necessary to authorise some local officer to give such consent, I am to request that the Government of India may be moved to consider the desirability of authorising the Chief Secretary to the Government of Bombay, Po - litical and Reforms Department, to grant permission for access to ~~xx~~ the mixed records in question."

Letter from the Secretary to His Excellency the Crown Representative, No. F. 302/~~xxxx~~0/37, dated the 4th June 1937:-

"I am directed to refer to your letter No. 762/34-A, dated the 10th March 1937, and to state that the Crown Representative approves of the draft rules ~~xxxxxxx~~ governing access to the mixed records relating to Indian States and British India forwarded therewith."

RESOLUTION.- The accompanying Notification publishing the rules governing the access by private persons and Government Departments and offices to the mixed records in the Secretariat Record Office, Bombay, relating to Indian States and British India, which cannot be split up, should be published in the Bombay Government Gazette. The ~~xxx~~ Director of Information should be requested to issue a press Note on the sub-

subject----

subject .

2. The Manager, Government Central Press, should be requested to supply 10 copies each of the Notification containing the rules to all Departments of the Secretariat and 60 copies thereof to the Director of Information (in charge of the Record Office).

By order of the Governor of Bombay,

C.W.A.TURNER.

Chief Secy. to the Govt. of Bombay,

Political and Reforms Deptt.

To

All Departments of the Secretariat,

The Secretary to the Governor,

The Director of Information (in charge of the Record Office),

The Superintendent, Government Printing and Stationery, Bombay,

The Manager, Government Central Press.

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No. of 1937.

Copy forwarded for information and guidance to

Accompaniment to Government Resolution, Political and Reforms Department,
No. 762/34-II, dated the 18th August 1937.

No. 762/34-II.

NOTIFICATION.

POLITICAL & REFORMS DEPTT.

Bombay Castle, 18th August 1937 .

The following rules* governing the access by private persons and Government Departments and offices to the mixed records in the x Secretariat Record Office, Bombay, relating to Indian States and British India, which cannot be split up, are published:-

1. The rules printed in Government Notification, Political Department, No. 6216, dated the 5th April 1929, governing the access by private persons to Government records shall apply mutatis mutandis in respect of applications from private persons for access to mixed records relating to Indian States and British India which have been deposited in the Record Office.

2. Whenver any records of the nature referred to in rule 1 are required out of the Record Office by any Department or office of the Government of Bombay an application should be made on a printed form through the Chief Secretary to Government, Political and Reforms Department, specifying the document required. The application should be signed by an officer not below

the---

* the rank of Assistant Secretary and shall be further countersigned by the Chief Secretary or by an officer of his department authorised by him in this behalf before it is forwarded to the Record Office for compliance. In the case of the Chief Secretary's Department, such application shall be signed by the Chief Secretary or by an officer of his department authorised as aforesaid. An application which is not made in accordance with this rule shall not be attended to by the Record Office.

3. A book shall be kept by the Record Office showing each requisition received by it for access to the mixed records whether from a private person or from a department or office of Government, the date of such requisition, the person, department or office from whom it was received and the particular of the record required. ~~A summary of this book for each calendar year shall be sent in the month of January of the next following year to the Chief Secretary to Government, Political and Reforms Department, for transmission to the Crown's Representative for information.~~

Deleted vide page 26/29 post G.No.No. 762/34-II dated 15/2/40

4. Save as provided in rules 2 and 3, the rules of the Secretariat Record Office circulated with Government Resolution, General Department, No. 3309, dated the 16th September 1892, shall, so far as may be, apply in respect of requisitions from departments or offices of Government or offices of Government for access to the mixed records.

By order of the Governor of Bombay,

C.W.A.TURNER,

Chief Secy. to the Govt. of Bombay,

Political and Reforms Department.

*Note ----

* Note.- The rules (a) affecting access, etc., by private p
persons to the records in the Secretariat Record Office
published in Government Notification, Political Depart-
ment, No. 6215, dated the 5th April 1929, and (b) re-
garding the Secretariat Record Office circulated with
Government Resolution, General Department, No. 3309, dated
the 16th September 1892, are also appended to these rules.

P.K.M.

Government Records.

Rules for inspection search or obtaining copies of documents from the records of the Secretariat.

GOVERNMENT OF BOMBAY.

POLITICAL AND SERVICES DEPARTMENT.

Circular No. 6215.

Bombay Castle, 22nd July 1939.

CIRCULAR.

Under Rule 4 of the New Rules for inspection, search or obtaining copies of documents from the records of the Secretariat published with Government Notificat on, Political Department No. 6215, dated the 5th April 1929, a deposit of Rs. 20/- is required to be taken from each applicant before search and inspection of records is allowed. A case has recently come to the notice of Government in which a Department of the Secretariat instructed the Record Office to undertake a search for certain documents required by an applicant without first recovering the prescribed deposit of Rs. 20/- from him. This procedure was not correct. The Record Office can only act under instructions from a department of Government. Since the Departments will, ~~xxx~~ in any case, first have to decide, with reference to rule 7, whether Government interest will be prejudiced if search or inspection is permitted, it will be convenient if before granting such permission the recover the prescribed amount of deposit from the applicant before issuing instructions for search or allowing inspection of the documents. All Departments are accor-

accordingly---

accordingly requested to follow this procedure in future. The Record Office, when directed to do, so, should see that the prescribed deposit has been recovered. The Keeper of Records should in each case satisfy himself that the prescribed deposit of Rs. 20/- has been recovered from the applicant before undertaking search or allowing inspection.

By order of the Governor of B'bay,

V.H.Vachhrajani,

Deputy Secy. to the Govt. of Bombay,

Political and Services Deptt.

To

The Deputy Secy. to Govt. Separate Department,

(in charge of the Record Office).

All Departments of the Secretariat.

P.K.U.

Revenue Department.

Submitted with reference to the Secretary's note dated 10th August 1939.

2. A copy of para 2 of the Secy's note may be circulated to the office for information and guidance.

3. The system to be followed hereafter in supplying copies of official documents, prescribed in para 3 of the Secy's note, amounts to a relaxation of No.4 of the Rules for inspection, search or obtaining copies of documents from the records of the Secretariat, published with Govt. Notification, Political Department, No. 6215, dated 5th April 1929. The Political and Services Department may, therefore, be requested u.o. to consider the question of amending the rule accordingly in order to have a uniform practice in all departments of the Secretariat.

Id. 11/8/39.

Id. 12/8/39.
Id. 15/8/39.

Id. 16/8/39.

U.O.R. to the P. and S.D. d/- 16th August 1939.

Political & Services Deptt.

Rules 4 of the rules referred to by the R.D. in para. 3 of its note above, requires that an applicant should pay a deposit of Rs. 20/- before search and inspection of records are allowed. G.R. P.& S.D. No. 6215, dated the 22/7/39 requires that the Keeper of the Records should satisfy himself that the deposit of Rs. 20/- has been paid before undertaking search or allowing inspection.

2. From Secy., R.D's note, dated the 10th August 1939 it would appear that the intention is to calculate the fees in advance, ask the applicant to remit them and then supply-the

supply-.---

supply the copies. This would be very difficult in practice as it may not be possible to know exactly what the applicant requires and calculation on this basis may not be always correct. It is safer to ask for a deposit of Rs. 20/-. retain the fee and then remit the balance. It is however for orders whether the rule should be modified. It may be pointed out that in case of search and inspection the deposit of Rs.20/- would have to be retained, as otherwise the orders in G.R., P.& G.D. No. 6215, dated the 22nd July, 1939 would be rendered nugatory. A modification of the rule will only be necessary to provide that where an applicant requires copies of any papers from Govt. records, the fee in regard to them may be calculated in advance and the applicant may be asked to send it by m.o.

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The case is submitted for orders.

Id.

21/8/39.

The other dpttes. may see U.O. for ~~xxxxx~~ remarks on the suitability of the proposed modification of Rule 4.

Id. V.H.V.

23/8/

U.O.N. to H.D.

G.D.

F.D.

L.D.

P.W.D. dated 25/8/39.

~~Finance Deptt~~

Finance Department.

This Deptt. may agree to the amendment of rule 4 of the 'Rules for inspection, search or obtaining copies of documents from the records of Secretariat', as proposed at portion "A" of the P.& S.D. office note, provided the Deptts. are empowered to demand a deposit of Rs. 20 from an applicant whenver it is not possible to calculate and recover the charges in advance.

Id. M.M.
20/10/39.

Id. Y.K.P.
21/10/39.

Id. N.D.C.
23/10/39.

Id.
23/10 .

Id. J.C.Sh
23/10/39.

Id.
23/10/39.

Id.
23/10/39.

Id.
23 /10/39.
24

Id.
24/10/39.

Id.
25/10/39.

U.O.R. to the L.D. dated 25th October 1939.

Legal Department.

This Department agrees to the proposed amendment of rule 4 of the Rules for inspection, search or obtaining copies of documents from the records of the Secretariat as suggested in the Finance Department office note dated the 20th October 1939.

Sd/-
for Secy. to Govt.

U.R. to P.W.D., No. 11929, dated the 16th November 1939.

M.R.----

H.D.S.11/27605

27358

D.H.D.

H.H.

Submitted.

3. Attention is invited to the P.& G.D. note dated the 24/8/39 in con. with the proposed amendment of Rule 4 of the Rules for Inspection, Search or obtaining copies of documents from the Records of the Secty. This Deptt. may agree to the amendment of the above noted rule, as proposed at para portion "A" of the P.& G.D. note, subject to the proviso mentioned in the F.D. note dated the 20/10/39.

W.B

Thro. I.B., C.B./A.D.& F.B.

Id.

22/11/39.

Id. H.H.H.
24/11

Id.S.K.G.
24/11/39.

Id.J.M.D.
23/11/39.

Id.M.E.D.
23/11/39.

Id.D.M.D.
23/11/39.

Id.P.M.G.
24/11/39.

U.O. to P.& G.D. dated the 25/11/39 .

Sd/- P.K.M.

GOVERNMENT OF BOMBAY.

Political and Services Department.

Memorandum No. 6218.

Bombay Castle, 24th January 1940.

ERRATUM.

In paragraph 1 of Government Memorandum, Political and Services Department, No. 6218, dated the 19th January 1940, for the words and figures "Government Notification No. 6218", read "Government Notification No. 6218/B".

By order of the Governor of Bombay,

J. Chaves.

For Chief Secretary to the Government of Bombay,

Political and Services Department.

To

All Departments of the Secretariat,

The Manager, Government Central Press,

The Deputy Secretary to Government Separate Department (in charge of the Record Office),

The Director of Information.

POLITICAL AND SERVICES DEPARTMENT.

Bombay Castle, 16th January 1940.

No. 6216-B.- The following amendment to the "Rules for Inspection, Search or Obtaining copies of Documents from the Records of the Secretariat" promulgated in Government Notification, Political Department, No. 6216, dated the 5th April 1929, is published:-

For rule 4 of the said Rules the following shall be substituted:-

"4. Where a copy of any document from Government records is required, the fee in regard to it should be calculated in the Secretariat Department concerned in advance and the applicant asked to send it by Money Order; provided, however, that in any case in which it is not possible to calculate the fee in advance, the applicant may be required to pay a deposit of Rs. 20".

By order of the Governor of Bombay,

H.T.CORLEY,

Chief Secretary to Government.

P.K.M.

Government Records.

Rules governing access to the mixed-in the Secretariat Record Office, Bombay Relating Bombay relating to Indian States and British India.

GOVERNMENT OF BOMBAY.

POLITICAL AND SERVICES DEPARTMENT.

Resolution No. 762/34-II.

Bombay Castle, 15th February 1940.

Read Government Resolution, Political and Reforms Department, No. 762/34-II, dated the 10th August 1937.

Letter to the Secretary to His E Excellency the Crown Representative, No. 762/34-III-B, dated the 26th January 1940.

Letter from the Secretary to His Excellency the Crown Representative, No. F. 6644/41, dated the 3rd February 1940.:-

"With reference to your letter No. 762/34-III-B, dated the 26th January 1940, I am directed to state that the submission of summaries of requisitions for mixed records in the custody of the Government of Bombay are not required by the Crown Representative.

2. I am directed accordingly to suggest that the last sentence in rule 3 of the rules forwarded with the letter from the Government of Bombay, No. 762/34-A, dated the 10th March 1937, may be deleted."

*Typed as an accompaniment to this Resolution.

RESOLUTION-- The accompanying Notification amending the rules governing the access by private persons and Government departments and offices to the mixed records in the ---

in the Secretariat Record Office, Bombay relating to Indian States and British India, which cannot be spl-split up, promulgated in Government Notification, Political and Reforms Department, No. 762/34-II, dated the 16th August 1937, should be published in the Bombay Government Gazette.

2. The Manager, Government Central Press, should be requested to supply 10 copies each of the Notification containing the amendment to the rules to all Departments of the Secretariat and 50 copies thereof to the Deputy Secretary to Government, Separate Department (in charge of the Record Office, Bombay).

By order of the Governor of Bombay,

H.T.Sorley,

Chief Secretary to the Govt. of Bombay,

Political and Services Department.

G.R., No. 762/34-II, P.& S.D., dated the 15th February 1940.

To

All Departments of the Secretariat,
The Secretary to the Governor,
The Director of Information,
The Deputy Secretary to Govt., Separate Deptt.
(in charge of the Record Office, Bombay),
The Superintendent, Govt. Printing and Stationary, Bombay.
The Manager, Government Central Press, Bombay.

Accompaniment to Govt. Resolution, Politicals and Services Department, No. 762/34-II, dated the 15th February 1940.

No. 762/34-II. -----

No. 762/34-II.

NOTIFICATION.

Political and Services Department.

Bombay Castle, 15th February 1940.

The following amendment to the "Rules governing the access by private persons and Government departments and offices to the mixed records in the Secretariat Record Office, Bombay, relating to Indian States and British India, which cannot be split up" promulgated in Government Notification, Political and Reforms Department, No. 762/34-II , dated the 18th August 1937, is published:-

In rule 3 of the said Rules, the words "A summary of this book for each calendar year shall be sent in the month of January, of the next following year to the Chief Secretary to Government, Political and Reforms Department, for transmission to the Crown's Representative for information" shall be deleted.

By order of the Governor of Bombay,

R.T.Corley,

Chief Secretary to the Government of Bombay,

Political and Services Department.

P.K.H.

POLITICAL AND SERVICES DEPARTMENT.

Bombay Castle, 16th February 1940.

No. 762/34-II.- The following amendment to the "Rules governing the access by private persons and Government departments and offices to the mixed records in the Secretariat Record Office, Bombay, relating to Indian States and British India, which cannot be split up" promulgated in Government Notification, Political and Reforms Department, No. 762/34-II, dated the 18th August 1937, is published:-

In rule 3 of the said Rules the words "A summary of this book for each calendar year shall be sent in the month of January of the next following year to the Chief Secretary to Government, Political and Reforms Department, for transmission to the Crown's Representative for information." shall be deleted.

By order of the Governor of Bombay,

R. T. SORLEY,

Chief Secretary to Government.

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P. W. D.

M.E.

The note in question for the Secy's meeting refers to the requirements of telephone connections in the Secty. Presumably, this has reference to the Civil Secty. bldg. and not for this office.

2. At present, there are 7 telephones installed in this office for the use of the officers and office and no more connections are necy. Incidentally, it may be stated that, the telephone service is much below its efficiency and several times the Deptt. has complained to the telephone Co. to improve the service or to suggest ways and means to do so. This Deptt. is still in correspondence with the telephone Co. One of the Inspectors, who had personally called on, a few days back, was of opinion that the trouble is due to the overload on the automatic exchange and the only possible course, to overcome the difficulty, is to have a telephone operator instead of having these direct lines. The telephone Company will address us in the connection. It would be economical and cheaper and that the officers will be relieved of the unnecessary annoyance and inconvenience also. However, this matter xkkx will be taken up in due course with the telephone authorities.

Id. 28/3/49.

Id. 28/3/49.

Id. 28/3/49.

When there are two Secys, the case of two Secys should be put up as separately.

Id. 28/3/49.

P.K.M.